

BOARD OF EDUCATION
School District of Independence
Tuesday, December 10, 2024

THE MEETING WILL BE HELD AT CENTRAL OFFICE, 201 NORTH FOREST AVENUE.

6:00 P.M. – Regular Board of Education Meeting

CALL TO ORDER

I. Approval of Agenda.

II. Request of District Citizens or Employees.

III. Consent Agenda (Action)

The matters listed under Item III. Consent Agenda, are considered to be routine by the Board of Education and will be enacted by one motion. There will be no separate discussions of the items. If discussion is desired, that item will be removed from the Consent Agenda and will be listed as the first item under the appropriate section of the Regular Agenda.

1. Minutes of Board Meeting – November 12, 2024

2. Approval of Bills (III. 2.)

Authorize the transfer of monies from the Incidental Fund to the Teachers Fund to meet the Teachers Fund obligations for the month and further approve the December 10, 2024 list of bills totaling \$10,850,522.81 as printed.

IV. Superintendent's Report/Miscellaneous.

V. New Business.

1. Approval of 2025 Legislative Priority Positions.

2. Approval of Head Start PY25 By-Laws and PY25 Head Start/Early Head Start Budget Summary.

3. Approval to Accept Bid and Contract for Demolition Services at Fairmount Elementary School.

4. Approval to Accept Bid and Contract for Abatement Services at Fairmount Elementary School.

5. Approval to Accept Bid and Contract for a Construction Manager At-Risk for Fairmount Elementary School Renovations.

6. Approval of Board of Education Policy Changes/Additions: C-140-P and C-155-P – First Reading.

7. Approval of Declaration of Surplus Items.

VI. Motion to Adjourn to Closed Session (Mo State Statutes 610.021)

The Next Regular Board of Education Meeting is Scheduled for Tuesday, January 14, 2025.

EXECUTIVE SESSION
Immediately Following Regular Meeting
**Closed Session Meetings will be held at Central Office, 201 North Forest Avenue,
Independence, Missouri**

- I. Approval of Minutes of Executive Sessions held: (Action)
1. November 6 and 12, 2024.

II. Closed Session for:

Personnel – § 610.021(3), RSMo. Actions related to the hiring, firing, disciplining or promotion of a District employee when the performance or individual merit of this employee is considered.

1. Personnel Recommendation #3

It is recommended that the: (II. 1.)

Certificated personnel requests for leaves of absence, resignation, or retirements be approved as listed.

Certificated personnel listed on the enclosed attachment be employed for the 2024-2025 school year.

Certificated personnel listed on the enclosed attachment be employed for the 2025-2026 school year.

Legal Matters – § 610.021(1), RSMo. Litigation including privileged communications between the Board, its representatives, and its attorneys.

Students – § 610.021(6), RSMo Scholastic probation, expulsion, discipline, or graduation of identifiable persons, including records of individual test or examination scores subject to the provisions of the Board's student records policy and regulations. (Amended 9-10-2024)

III. Adjournment.

Agenda Item #: v. 1.

Subject / Title: Approval of the Independence School District Legislative Priority Position Platform for 2025

Action Required Information Only (check one)

Description of Issue:

Background and rationale for this program / item:

The Independence School District is impacted by legislative decisions made at the local, state, and federal level. The Independence School District feels it has a duty to our patrons, as a public education institution, to establish a legislative platform informing our elected officials on the District's position regarding legislative issues. The attached ten priority positions represent issues of the greatest importance to the Independence School District in the upcoming legislative session.

Desired results

Approval of the Independence School District's Legislative Priority Positions.

Personnel

N/A

Resources

N/A

Reviewed and Recommended:



Superintendent

11/20/24
Date

Motion For Board Action:

The Board of Education approves the Legislative Priority Position Platform for the 2025 Legislative Session.

Motion: _____

Second: _____

Board Action: Approved Not Approved Postponed (check one)

**Independence Board of Education
2025 Legislative Session**

Legislative Priority Positions

In the interest of public education in the Independence School District, we ask members of the Missouri General Assembly to:

1. Support the local school district's authority to operate a four-day school week, prepare their school calendar, and establish the beginning of the school year that is in the best interest of students, staff, and community.
2. Support legislation stipulating the enactment of accurate and timely property tax assessment practices and the clarification of assessment terms and timelines to promote uniformity and fairness of property tax assessments. Support uniformity in taxation as outlined in Article 10, Section 3 of the Constitution.
3. Support the full funding of state mandates in accordance with the Missouri Constitution by fully funding the Foundation Formula, Transportation Formula, Early Childhood Education, and summer school.
4. Support increasing overall state funding, per pupil, in an effort to make Missouri rank in the top one-half of all states in the country in support of K-12 public education.
5. Support local school district's authority to make decisions about matters such as: open enrollment; employee compensation and working conditions; class sizes; educational placement, curriculum, and instructional materials; professional development; program and employee evaluation; and Board member election terms and dates.
6. Support a line-item appropriation of state funding for safety measures for local school districts to protect students from harm and/or violence.
7. Support a consistent set of standards and tools to measure the progress of students and meet their educational needs while allowing districts to respond and implement these changes without further disruption to state standards or tests.
8. Strengthen laws that control tax abatement programs (TIF, CH-100, CH-353, et. al.).
9. Support funding for Early Childhood expansion.
10. Ensure all local tax funds be under the control of a publicly elected board, revenue not be diverted to non-public educational entities, and Charter schools not be expanded.

President, Board of Education

Agenda Item #: v. 2.

Subject / Title: Approval of Head Start PY25 By-Laws and PY25 Head Start/Early Head Start Budget Summary

Action Required **Information Only** (check one)

Description of Issue:

Background and rationale for this program / item

Head Start standards require approval of the By-Laws and Budget Summary through both Policy Committee (which has already occurred) as well as our governing body (the Board of Education). The PY25 Head Start Policy Committee By-Laws contain policies and procedures used to govern Policy Committee meetings, including Code of Conduct, Impasse, Community Complaint, and Conflict of Interest. The Budget Summary is for November 1, 2024 through October 31, 2025. This is a summary of the budget plan for Head Start and Early Head Start dollars for the current grant year.

Desired results

Approval of the By-Law and Budget Summary.

Personnel

N/A

Resources

N/A

Reviewed and Recommended:



Superintendent

12/4/24

Date

Motion for Board Action:

The Board of Education approves the PY25 Head Start Policy Committee By-Laws and the PY25 Budget Summary for November 1, 2024 through October 31, 2025.

Motion: _____

Second: _____

Board Action: Approved Not Approved Postponed (check one)

Head Start / Early Head Start Core Operations -- Budget Summary

Independence School District

November 1, 2024 to October 31, 2025

Narrative: Independence School District is a contracted provider for the Mid-America Regional Council (MARC) Head Start Program under the Head Start / Early Head Start Core Operations grant. The district will serve 253 Head Start children and families in a center-based program and 36 Early Head Start children and families in a center-based program.

ADMIN / PROGRAM

Cost Category	Head Start		Early Head Start		Total
	HS Admin	HS Program	EHS Admin	EHS Program	
Personnel - Wages	\$130,938.11	\$1,959,795.22	\$ -	\$418,202.68	\$2,508,936.01
Personnel - Fringe Benefits	\$34,814.58	\$647,605.14	\$ -	\$141,551.45	\$823,971.17
Supplies	\$2,000.00	\$44,416.95	\$ -	\$28,809.87	\$75,226.82
Contractual	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$400.00	\$31,500.00	\$ -	\$3,550.00	\$35,450.00
COLA	\$4,376.00	\$62,669.00		\$13,932.00	\$85,353.00
Total Admin & Program Budgets (separate)	\$172,528.69	\$2,745,986.31	\$ -	\$592,114.00	\$3,443,584.00
Total Admin / Program Budget (combined)	\$2,918,515.00		\$606,046.00		\$3,524,561.00

TRAINING

Cost Category	Head Start		Early Head Start		Total
	HS Admin	HS Program	EHS Admin	EHS Program	
Training	\$ -	\$47,349.00	\$ -	\$13,374.00	\$60,723.00
Total Training Budget	\$ -	\$47,349.00	\$ -	\$13,374.00	\$60,723.00

GRAND TOTAL

	Head Start		Early Head Start		Grand Total
	HS Admin	HS Program	EHS Admin	EHS Program	
Total Budget (Admin and Program separate)	\$172,528.69	\$2,745,986.31	\$ -	\$606,046.00	\$3,524,561.00
Total Budget (Admin and Program combined)	\$2,918,515.00		\$606,046.00		\$3,524,561.00

Early Head Start - STATE*

Cost Category	
Personnel - Wages	\$459,667.00
Personnel - Fringe Benefits	\$189,608.00
Supplies	\$23,625.00
Contractual	\$43,025.00
Travel	\$0.00
Other	\$1,100.00
Grand TOTAL EHS State Budget	\$717,025.00

* Note this budget runs from July 1, 2024-June 30, 2025

Independence School District Early Education

Policy Committee By-Laws

Revised: 10/2024

Article I

Name

Section 1. The name of this Parent Committee shall be the Independence Early Education Head Start Policy Committee, herein after referred to as “Policy Committee”.

Article II

Purpose

Section 1. The purpose of the Policy Committee is to participate in shared decision-making as outlined in the Head Start Performance Standards 1301.1, and work with the Program Directors and staff to provide efficient and effective Head Start/Early Head Start services.

Article III

Basic Policies

The following are basic policies of the Independence Early Education Head Start Policy Committee:

- a. The organization shall be noncommercial, nonsectarian and nonpartisan.
- b. The organization shall work for the betterment of all children enrolled in the program’s centers by participating in policy and decision-making processes in cooperation with the governing body and program staff.
- c. Funds shall not be used inappropriately.
- d. The organization or members in their official capacities shall not, directly or indirectly, participate or intervene (in any way, including the publishing or distributing of statements) in any political campaign on behalf of, or in opposition to, any candidate for public office; nor in any way attempt to influence legislation with Head Start funds or assets.

Article IV

Membership

Section 1. Membership in this organization shall be made available without regard to race, color, creed or national origin.

Section 2. Members may not serve more than five (5) years in a lifetime. Years served on previous Policy Committees will count toward the five-year lifetime limit.

Section 3. Except as provided in Head Start Performance Standard 1301.3 (b) (2), no staff member or members of their immediate family (relatives) shall serve on the Policy Committee. For the purpose of this document, the term “relatives” includes a parent, grandparent, sibling, child or equivalent in-law or step relationship.

Section 4. Each member on Policy Committee shall have one (1) vote. The Chairperson of the Policy Committee shall only vote in the event of a tie. ISD staff may not vote.

Independence School District Early Education

Policy Committee By-Laws

Revised: 10/2024

Section 6. A majority of the members will be parents of children who are currently enrolled in the program.

Section 7. One (1) member from the Policy Committee shall be elected to serve as representatives on the Policy Committee, and one (1) member will be elected to serve on the Policy Council as an Alternate.

Article V

Policy Committee Structure

Section 1.

- The Policy Committee structure shall be composed of at least 51% of parents of currently enrolled children.
- The Policy Committee will also have members at large of the Independence community which shall be recommended by the Head Start Director and approved by the Policy Committee. This may include parents of children who were formerly enrolled in the program and representatives of programs in the community.

Section 2. The responsibilities of the Policy Committee shall be:

- a. to transact necessary business in the intervals between meetings
- b. to conduct meetings in an atmosphere where members directly approach their peers in a non-threatening, non-judgmental manner with any programmatic concerns
- c. to create standing and special committees
- d. to approve the plans submitted by the sub-committees
- e. to serve as a link between Parent Committees, the governing body, the grantee Policy Council and the community it serves
- f. to initiate suggestions and ideas for program improvements and to receive a report on action taken by the administering agency with regards to its recommendations
- g. to plan, coordinate and organize agency-wide activities for parents with the assistance of staff
- h. to assist in communication with parents and encouraging their participation in the program
- i. to continue to encourage and discover new ways for parents to become deeply involved in decision-making about the program
- j. to develop activities that are deemed helpful and important in meeting a family's particular need and condition
- k. to aid in recruitment efforts

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Policy Committee By-Laws

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Section 4. The Policy Committee shall meet at least four times per year on prescheduled dates and times at the Sunshine Center. If a Policy Committee meeting needs to have the date changed or the meeting cancelled, this will be voted on and approved by the Policy Committee at a previous meeting.

Section 5. Agendas for all meetings must clearly note all action items. Any item which is not listed as an action item on a meeting's agenda may not be acted upon (voted on) at the meeting.

Section 6. Special meetings may be called by the Head Start Director. Policy Committee members must be notified at least twenty-four hours prior to special meetings. Notice of any special meeting must include the purpose for which the meeting is being called and the action items to be addressed at the special meeting.

Section 7. A quorum at all meetings shall consist of three (3) voting members. Unless otherwise specified in the minutes of a meeting, a majority vote by the quorum present will constitute official Policy Committee action.

Section 8. All items approved by the Policy Committee are submitted to the Governing Board for approval.

Section 9. Proxy. Proxy is defined as a vote by phone or letter that is received before the date of the meeting.

Section 10. Policy Committee meetings may be held via telephone/internet conference call when deemed necessary to conduct the business of the Policy Committee. The decision to hold a meeting via telephone/internet conference or call may be made at a previous meeting or within 24 hours' notice by telephone/internet to all voting members. Notice of any meeting held by telephone must include the purpose for which the meeting is being called and the action items to be addressed at the meeting as well as all attendees.

Article VII

Committees and Organizations

Section 1. Policy Committee members shall have the right to set up sub-committees to work on any special problems or projects. Committee members may volunteer or be duly appointed by the chairperson.

Section 2. Sub-Committees may include, but are not limited to:

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- **Governance Committee:** May consist of representatives and alternates.
- **Budget-Finance/Planning/Personnel Committee:** May consist of representatives and alternates.
- **Advisory Committee:** Consists of Policy Committee Members

Article IX

Amendments

Section 1. These bylaws may be amended by majority vote of the Policy Committee at any regular meeting. Before any proposed amendment is listed on an agenda or submitted to the Policy Committee, it must be approved by the Head Start Director. A committee may be appointed to submit a revised set of bylaws as a substitute for the existing bylaws by a majority vote at a meeting of the association, or by a majority vote of the Policy Committee. The requirements for adoption of a revised set of bylaws shall be the same as in the case of an amendment.

Article X

Parliamentary Authority

Section 1. All Policy Committee authorities are outlined in the Head Start Performance Standards, Part 1301 Program Governance. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Independence Early Education Head Start Policy Committee in all cases in which they are applicable and in which they are not in conflict with these bylaws.

Article XI

Code of Conduct

Policy Committee members shall:

- a. Conduct themselves in a manner reflective of a positive role model for children. Any Policy Committee member who violates Policy Committee Code of Conduct requirements shall, upon request of the Policy Committee Chairperson and Head Start Director, surrender his/her seat as Policy Committee representative and the alternate will become the voting representative at the next regular meeting.

Article XII

Conflict of Interest/Confidentiality

Policy Committee members shall:

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Policy Committee By-Laws

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- a. not have a financial conflict of interest with the Head Start agency;
- b. not receive compensation for serving on the Policy Committee or for providing services to the Head Start agency;
- c. not be employed, nor shall members of their immediate family be employed, by the Head Start agency;
- d. operate as an entity independent of staff employed by the Head Start agency.
- e. Sign and adhere to the ISD Confidentiality Policy.

Any Policy Committee member who violates Policy Committee Conflict of Interest or Confidentiality requirements shall, upon request of the Policy Committee Chairperson and Head Start Director, surrender his/her seat as Policy Committee representative and the alternate will become the voting representative at the next regular meeting.

✓ **G-260-P Board Member Ethics**

Each Board member will:

1. Make all Board decisions based upon the best interests of the students of the District.
2. Exercise authority in the limited manner described by the District's policy regarding the Board's role and responsibilities.
3. Delegate administrative authority to the Superintendent and avoid actions that may undermine the authority of the administration.
4. Never speak or act for the Board without appropriate Board authorization to do so.
5. Avoid conflicts of interest or the appearance thereof.
6. Refrain from using Board membership for the benefit of special interest groups or select individuals, including self, family members, and business associates.
7. Learn about, consider and vote upon the items to be decided at each regularly scheduled Board meeting.
8. Avoid abstaining from Board votes unless required by law or there is an actual or apparent conflict of interest.
9. Voice opinions as part of the Board's deliberations but accept the will of the majority once the Board has made a decision.
10. Maintain the confidentiality of information discussed during closed sessions unless disclosure is required by law.

Adoption Date(s): July 12, 2023

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✓ G-265-P Prohibition of Nepotism

Board members will not vote to employ or appoint any person who is related to them within the fourth degree by blood or marriage. "Employ" in this context includes hiring persons to be employees of the District and approving independent contractors who provide services to the District. Persons who are related "within the fourth degree" include parents, grandparents, great grandparents, great great grandparents, spouse, children, siblings, grandchildren, great grandchildren, great great grandchildren, nieces, nephews, grand nieces, grand nephews, aunts, uncles, great aunts, great uncles, and first cousins by virtue of a blood relationship or by marriage.

Adoption Date(s): July 12, 2023

Board Member Financial Conflict of Interest G-270-P

Board members will avoid situations in which their responsibilities as a Board member conflict with their private financial interests. Board members will follow all applicable laws regarding conflicts of interest. The phrase a "Business with Which a Board Member Is Associated" as used in this policy means:

1. A sole proprietorship owned by the Board member, his or her spouse or any dependent children in the Board member's custody;
2. A partnership or joint venture in which the Board member or his or her spouse is a partner, other than as a limited partner of a limited partnership, and any corporation or limited partnership in which the Board member is an officer or director or of which the Board member or his or her spouse or dependent children in the Board member's custody, whether singularly or collectively, own more than ten percent of the outstanding shares of any class of stock or partnership units; or
3. Any trust in which the Board member is the trustee or settlor or in which the Board member or his or her spouse or dependent children in his or her custody, whether singularly or collectively, are beneficiaries or holders of a reversionary interest of ten percent or more of the corpus of the trust.

Statement of Interest

Before voting, Board members who have a substantial personal or private interest in a decision before the Board will provide a written statement of the nature of the interest to the Board Secretary as described in G-275-P.

Self-Dealing

Board members may not act or fail to act due to any payment, offer to pay, promise to pay or receipt of anything of actual pecuniary value, whether received or not, to themselves or any third person. This prohibition includes a gift or campaign contribution made or received in relationship to or as a condition of the performance of any official act. Board members will not act favorably on any matter that is specifically designed to provide a special monetary benefit to them, their spouses or dependent children in their custody. A "special monetary benefit" means being materially affected in a substantially different manner or degree than the manner or degree in which the public in general will be affected or, if the matter affects only a special class of persons, then affected in a substantially different manner or degree than the manner or degree in which such class will be affected.

Board members will not use their decision-making authority for the purpose of obtaining a financial gain that materially enriches them, their spouses or dependent children in their custody by acting or refraining from acting for the purpose of coercing or extorting anything of actual pecuniary value.

G-270-P

Board members will not offer, promote or advocate for a political appointment in exchange for anything of value to any political subdivision. Board members will not accept gifts with a value in excess of \$100 from a vendor who does or is attempting to do business with the District. A Board member will not attempt to directly or indirectly influence or vote on a

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decision when the Board member knows the result of the decision may be the acceptance by the District of a service or the sale, rental or lease of property to the District and the Board member, his or her spouse, dependent children in his or her custody or any business with which the Board member is associated will benefit financially. If such a transaction is presented to the Board, the Board member will abstain and leave the room during any deliberation.

Confidential Information

Board members will not use or disclose confidential information obtained in the course of or by reason of their official capacities in any manner with intent to result in financial gain for themselves, their spouses, dependent children in their custody, any business with which the Board member is associated or any other person. Sale, Rental or Lease of Property

Property Other Than Real Estate: No Board member will sell, rent or lease any personal property to the District for consideration in excess of five hundred dollars' value per transaction or five thousand dollars' value per year to the Board member, to his or her spouse, to a dependent child in his or her custody or to any business with which he or she is associated unless the transaction is made pursuant to an award on a contract let or sale made after public notice and competitive bidding, provided that the bid or offer accepted is the lowest received.

Real Estate: No Board member will perform a service or sell, rent or lease any real property to the District for consideration in excess of five hundred dollars' value per transaction or five thousand dollars' value per year to the Board member, to his or her

spouse, to a dependent child in his or her custody or to any business with which he or she is associated unless the transaction is made pursuant to an award on a contract let or sale made after public notice.

Employment

The District will not employ a Board member for compensation, even on a substitute or part-time basis. Board members may provide services as a volunteer without remuneration.

Independent Contractor Services

No Board member will perform a service as an independent contractor for consideration in excess of five hundred dollars' value per transaction or five thousand dollars' value per year to him or her, to his or her spouse, to a dependent child in his or her custody or to any business with which he or she is associated unless the transaction

G-270-P is made pursuant to an award on a contract let or sale made after public notice and competitive bidding, provided that the bid or offer accepted is the lowest received.

Businesses That Employ Board Members

A Board member may participate in discussions and vote on motions for the District to do business with entities that employ the Board member so long as the business is not owned by the Board member and the Board member will not receive any financial benefit from the transaction. The Board member may need to provide a statement describing his or her personal or private interest as described in G-275-P.

Purchases Involving Federal Funds

In addition to the requirements of this policy, Board members must follow the of the District's purchasing rules and are also subject to the conflict-of-interest provisions of federal law.

Adoption Date: July 12, 2023

Confidentiality - Required by: CFR 1303.20 — Head Start Performance Standards

a. Staff

Client confidentiality is a family's right to the protection of private, personal information shared with an agency for the purpose of receiving services. Confidentiality is an ethical obligation of every staff director, as well as a program requirement. The Head Start Performance Standards mandate that programs "establish procedures to protect the confidentiality of any personally identifiable information." CFR 1303.20

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Head Start staff will collect only data required for operation and funding and personal information necessary to provide comprehensive and individualized services. The information collected must be essential, factual, objective, and accurately dated.

Client information shall not be shared with any other agency or persons without written consent of the parents or legal guardian.

Staff directors must not discuss Head Start children and families outside the agency. This includes with the employee's family and friends.

Staff directors must exercise care to make sure visitors and volunteers do not access confidential information. This includes the deliberate sharing of information through formal and informal conversation, and the discussion of children and families with other staff in front of visitors, volunteers, or children.

Telephone numbers and addresses of Head Start families and staff directors are not to be released to outside agencies without permission.

Staff directors are expected to work together as a team to share factual, objective, and relevant information to provide appropriate services to children and families.

Facts and data may be released to the Policy Committee, Policy Council directors, and the Board of Education, but other personal identifiers should not be included.

Children's files shall include the initial enrollment application, enrollment card, family partnership agreement; child/parent/staff permission agreement form, health information and screening results, nutrition assessment, Brigance or ASQ (whichever applies), DECA and DRDP Portfolio. These files are kept in a locked file cabinet at the Head Start Office. A breach of the Confidentiality Policy and/or a violation of a client's confidentiality will be grounds for dismissal.

b. Parental Rights

Client confidentiality is a family's right to the protection of private, personal information shared with an agency for the purpose of receiving services. Confidentiality is an ethical obligation of every Head Start staff director as well as a program requirement. All required records of families and children must be safeguarded to assure confidentiality. A child's file is kept in a locked cabinet in the Head Start Office.

To protect client confidentiality, the Independence Head Start complies with regulations of "Family Educational Rights and Privacy Act of 1974". This law grants parents or guardians the following rights:

- (1) to review official school records and data directly related to a student within a 45 day period after written request is made;
- (2) to review the content of the student's records for the purpose of questioning or deleting inaccurate, misleading, or otherwise inappropriate data contained therein;
- (3) to give or withhold consent before personally identifiable records are released to authorized persons or agencies;
- (4) to be notified when records directly relating to the child are subpoenaed by a court of law;
- (5) to communicate with the United States Department of Health and Human Services if a parent or guardian believes their rights have been violated;
- (6) to withhold the following information from being released as public information: student name, address, date and place of birth, participation in officially recognized activities and awards received.

c. The Head Start Director shall be authorized to develop staff and parental confidentiality signature forms to meet CFR requirements.

Article XIII

Impasse

Policy Committee members shall:

- a. make a good faith effort to resolve disagreements;
- b. make every effort to understand the other party;
- c. follow the Impasse procedures

Policy: The Impasse Policy is jointly written and approved by the Advisory Board and the Policy Committee which provides a set of procedures to resolve internal disputes between the two

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groups. The Impasse Policy is required to be reviewed and approved every other year by both the Policy Committee and Advisory Board.

Issues or actions requiring the approval of the Policy Committee and Governing Board cannot proceed without agreement, the disagreeing parties must enter into a process which resolves the disagreement and brings the parties together. This process is the "Impasse Policy".

The term "impasse" for this document refers to: an issue or action raised which requires the approval of the Head Start Policy Committee, and the Policy Committee is not in agreement with the Head Start Governing Board. If an agreement cannot be reached, the Policy Committee and Governing Board are at an impasse. When there is an impasse, the activity in question cannot be carried out until the impasse is resolved.

The first step is for all parties to make a good faith effort to resolve the disagreement. If this is not possible, either of the two parties may initiate the impasse procedures by providing a written notice to the opposite party within five (5) working days of the implementation of the decision or action in dispute.

If the impasse policy is initiated by the Policy Committee, the Policy Committee Chair must send a letter to the Director and the Governing Board. If the impasse action is initiated by the Governing Board, the chair will send a written notice to the Director and Policy Committee Chairperson. When appropriate notification is processed, the Governing Board and Policy Committee Chair and others that they designate will meet to discuss their position. Both parties will make every effort to understand each other's position.

If a resolution does not result, an impasse will be declared and the Superintendent will be advised that an impasse has occurred. This notification will be made within two (2) working days after the impasse becomes apparent. Prior to reaching a decision, the Superintendent will consult with the Policy Committee Chair and Governing Board Chair. The Superintendent will resolve the issue within five (5) working days after receiving the positions of Policy Committee and the Governing Board.

If the Policy Committee does not accept the Superintendent's decision and the impasse still exists, ISD will then follow mediation procedures by contacting the Community Mediation Center. Mediation is a process for which a third person guides two parties who disagree to a resolution which both can accept. The third party mediator will have the authority to hear both sides of the dispute, gather any necessary and relevant information, and make a recommendation for resolution of the impasses.

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If the impasse is resolved, the grantee will be notified of the process and resolution. If the impasse continues not to be resolved, the CMC may request additional information. The grantee will be notified of the mediation process and invited to attend continuing negotiations.

After negotiations and mediation has been attempted on three occasions and resolution has not occurred, the need for arbitration will be declared by CMC. CMC will request the grantee to inform Region VII office that impasse continues and arbitration is necessary.

A representative from Region VII offices will serve as the arbitrator reviewing information provided by both parties. A decision will be given by the arbitrator that is binding in both parties. The arbitrator's decision will be communicated in writing to both parties.

*****Impasse/Dispute Procedures relate only to the following thirteen (13) Items:*****

Head Start Performance Standards, 1301.3(c)(1):

Duties and Responsibilities:

Planning:

- Procedures for program planning.
- The program's philosophy and long / short-range program goals and objectives.
- The selection of delegate agencies.
- Criteria for defining recruitment, selection and enrollment priorities.
- All funding applications and amendments to funding applications.
- Policy Council or Policy Committee reimbursement to enable members to participate fully.
- The annual self-assessment related to program and fiscal areas.

General procedures:

- The composition of the Policy Committee and how members are chosen.
- Procedures describing shared decision-making.
- Internal dispute resolution/impasse procedures.

Human Resource Management:

- Personnel Policies and changes to those policies.
- Decisions to hire or terminate the Head Start Director.

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- Decision to hire or terminate a person who works with the Head Start Program.

Article XIV

Compensation

To encourage full participation in Policy Committee responsibilities, as referenced in Head Start Performance Standards 1301.3(e), parents will receive compensation in the following ways:

- Child care will be provided on site.
- A meal will be provided for the families who attend Policy Committee meeting.
- Events which constitutes stated compensation are as follows:
 - Policy Committee meetings
 - Meetings pertaining to Self- Assessment
 - Meetings pertaining to Strategic Planning
- Mileage reimbursement for travel will be provided to members at rates determined by the ISD governing board. Members may either be reimbursed by check once that amount reaches \$15.00 or they may contribute their travel expenses in the form of non-federal share/in-kind by completing and signing the appropriate form.

Agenda Item # V. 3.

This is an active Bid proposal, so no information will be disclosed until the Board of Education acts on the presented information at the Board of Education meeting.

Agenda Item # V. 4.

This is an active Bid proposal, so no information will be disclosed until the Board of Education acts on the presented information at the Board of Education meeting.

Agenda Item # V. 5.

This is an active Bid proposal, so no information will be disclosed until the Board of Education acts on the presented information at the Board of Education meeting.

Agenda Item #: v. 6.

Subject / Title: Approval of Changes to Board of Education Policies – First Reading

Action Required Information Only (check one)

Description of Issue:

Background and rationale for this program / item

The Board of Education’s Policy Review Committee is comprised of Board members and administrators. The committee is charged with updating the Board Policy Manual as necessary to stay compliant with education laws and procedures. The Committee is recommending approval of changes/additions to Board of Education Policies C-140-P and C-155-P. These Policy changes require two readings.

The committee will continue its work on revising polices and regulations and will report back to the Board as additional updates are needed.

Desired results

Approval of Board of Education Policy changes/additions as presented.

Personnel

N/A

Resources

N/A

Reviewed and Recommended:



Superintendent

11/20/24
Date

Motion For Board Action:

The Board of Education approves this as the first reading of changes/additions to Board of Education Policies C-140-P and C-155-P as presented.

Motion: _____

Second: _____

Board Action: Approved Not Approved Postponed (check one)

Public Comment to the Board
C-140-P

Written submissions may be directed to the Board, through the Superintendent, for consideration at a Board meeting. Copies of all correspondence directed to the Board will be made available to all Board members.

In addition to written submissions, a specific time will be set aside at regular Board meetings for public comments regarding items from the posted agenda. Individuals who want to make public comments regarding an agenda item must provide a written request to the Board of Education and received in the Office of the Superintendent of Schools by 4:00 p.m. on the Friday prior to the Board meeting or 24 hours after the public posting of the agenda on the District website, whichever is later. To provide notice to the public of matters to be discussed by the Board, only comments directly related to the posted agenda item will be permitted. The Board President will apply reasonable restrictions on individuals addressing the Board including but not limited to restrictions on the number of items to be considered, the number of spokespersons and the amount of time each spokesperson may have to address the Board. At each meeting, up to thirty minutes will be allotted for public comment. There is a maximum limit of five minutes per approved individual. If the meeting agenda is full, the Board President may reschedule an item for the next regular meeting. The Board President will set a time limit for the public comment portion of the meeting. No individual will be permitted to speak more than once during this part of the meeting. Each member of the public to speak will be given the same amount of time to address the Board.

If an individual wishes to have an item placed on the agenda of a regular Board meeting, he or she may make a written request to the Superintendent after going through the appropriate process for a complaint or concern pursuant to District rules. *See* District Policy [C-120-P](#) regarding Complaints or Concerns. The individual is also required to meet with the Superintendent/designee to attempt to resolve the issue.

Superintendent/Designee must meet within 20 days of the request. After the meeting or if the Superintendent/designee does not meet with the individual within 20 days, the individual may submit a written request to the Board Secretary to have the item placed on the agenda.

The written request must be received by Board of Education and received in the Office of the Superintendent of Schools by 4:00 p.m. on the Friday prior to the Board meeting and must describe the items to be discussed with reasonable particularity. The item may then be placed on the agenda as deemed appropriate by the Superintendent and the Board President. The Board President will refuse to allow discussion of an issue that has not gone through the appropriate process as a complaint or concern pursuant to District rules.

The item will be placed on the agenda if it directly relates to the governance or operation of the District. The District may refuse to place an item on the agenda; [\(1\)](#) if the Board

has heard an identical or substantially similar issue in the previous 3 calendar months or (2) if the resident previously violated District rules regarding conduct at meetings or on school property and upon a specific finding by the superintendent or board that the refusal or delay in hearing the resident's agenda item is necessary to protect the board's ability to conduct business at its meetings and is unrelated to any viewpoint expressed by that resident or the proposed agenda item. If an individual's request to place an item on the agenda is denied, the District shall provide a short explanation in writing within five (5) business days of the denial. The District may delay hearing an agenda item if more than 3 resident-initiated agenda items are scheduled for the same meeting. If the agenda item is delayed or denied, the resident may communicate to the Board as outlined in the first paragraph of this section about the agenda item.

Adoption Date(s): July 12, 2023; Updated July 9, 2024

Visitors to District Property and Events

C-155-P

~~All visitors to school property or events must demonstrate appropriate behavior as good role models for the District's students.~~ Visitors during school hours, including Board members, must sign in at the building main office prior to proceeding elsewhere in the building. The principal of each school building will ensure signs are posted to direct visitors to designated doors nearest the building office.

Disruptive Conduct

Visitors who engage in disruptive conduct or exceed the scope of their permission ~~granted to be on District property~~ may be considered trespassers and subject to arrest and prosecution. ~~The~~If a visitor engages in disruptive conduct, the Superintendent or designee may limit or revoke the visitor's permission to visit school property or parts of school property ~~at any time~~. The Superintendent or designee may inform the visitor that he or she is not welcome back on District property, or a specified portion of District property, and/or at District events ~~indefinitely or~~ for a specific period of time: not to exceed one year. During any period of prohibition, the visitor will not be allowed on District property, except that no person may be denied the ability to attend open, public meetings of the Board and its committees or advisory committees except upon a specific finding by the Superintendent or Board of Education that denial of admission to such meetings is necessary to protect the Board's ability to conduct business at its meetings and is unrelated to any viewpoint expressed by that person. The Superintendent may make exceptions for parents, guardians or custodians of students enrolled in the District if the person's presence is necessary to transport the student or may benefit the student educationally, or in situations where the parent, guardian or custodian will be supervised at all times.

To inform a visitor that he or she is not welcome back on District property or at District events, the Superintendent must send a restriction letter to the visitor, sent by first-class mail and by email, if known. The restriction letter shall include:

1. A description of the visitor's disruptive conduct;
2. The time period for which admission to District property and District events will be denied, not to exceed one year;
3. A description of the District property and events from which the visitor is restricted;
4. Whether the visitor is being restricted from attending open, public meetings of the Board and its committees or advisory committees; and
5. Notice of the visitor's right to appeal the restriction to the Board of Education, by referencing this policy, a copy of which will be provided with the letter

Appeals

Any visitor restricted for “disruptive” conduct under C-155-P, or a representative of the visitor, may submit a written appeal of the restriction to the Board of Education’s Secretary via electronic mail or first-class mail. The appeal must be received by the Board of Education’s Secretary within thirty (30) calendar days after the restricted visitor’s receipt of the restriction letter. Therein, the visitor shall state all reasons why they believe the restriction should be revised or overturned. Within fourteen (14) days following receipt of the visitor’s appeal letter, the District’s administration shall provide a written response to the Board of Education’s Secretary, with a copy provided to the visitor, stating all reasons why the restriction should be affirmed. If the visitor submitted their appeal via electronic mail, the District shall provide its written response to the visitor via electronic mail; otherwise, the response shall be provided via first-class mail.

Within seven (7) days after receipt of the District administration’s written response, the visitor or their representative may, but is not required to, submit to the Board of Education’s Secretary a written rebuttal via electronic mail or first-class mail. If the visitor makes new factual assertions that were not raised in the original written appeal, the District’s administration may, within seven (7) days following receipt of the written rebuttal, submit to the Board of Education’s Secretary a written reply to address only those new factual assertions, with a copy provided to the visitor. Otherwise, the District’s administration shall not provide any information to the Board of Education regarding the appeal outside of the contents of the administration’s written submission until the Board of Education has issued a decision regarding the appeal.

Upon receipt of any written rebuttal, the Board of Education shall consider the visitor’s appeal at the next regularly scheduled meeting of the Board of Education that is scheduled to take place at least five (5) business days after receipt of such rebuttal.

A visitor who is restricted from attending open, public meetings of the Board and its committees or advisory committees may, in lieu of submitting a written rebuttal, submit to the Board of Education’s Secretary a request to provide an oral rebuttal at a Board of Education meeting. Upon receipt of any request to provide an oral rebuttal by a visitor who is restricted from attending open, public meetings of the Board and its committees or advisory committees, the visitor or a representative designated by the visitor shall be provided with the opportunity to address the Board at the next meeting of the Board of Education that is scheduled to take place at least five (5) business days after receipt of such request, and the Board of Education shall consider the visitor’s appeal at that same meeting. If the District administration determines there is reason to believe that the visitor’s presence at a Board of Education meeting will create an immediate danger to the physical safety of individuals present at the Board of Education meeting, the visitor may be required to address the Board of Education virtually rather than in person.

The visitor or their representative may address the Board of Education for a period of time not to exceed five (5) minutes. If, during their presentation, the visitor makes new

factual assertions that were not raised in the original written appeal, the District's administration may address only those new factual assertions for a period of time not to exceed five (5) minutes, and the visitor may listen to such address. Otherwise, the District's administration shall not provide any information to the Board of Education regarding the appeal outside of the contents of the administration's written submission until the Board of Education has issued a decision regarding the appeal.

If the visitor does not submit a written rebuttal or request to provide an oral rebuttal within seven (7) days of receiving the District administration's written response, the Board shall consider the appeal at the next meeting of the Board of Education that is scheduled to take place at least five (5) business days after the expiration of the time to submit such written rebuttal or request an oral rebuttal.

The Board of Education shall consider the visitor's written appeal, the District's response, and the visitor's written or oral rebuttal, if any, and the District's reply to any new factual assertions in the visitor's rebuttal in deciding whether to affirm, overturn, or revise the restriction. The Board of Education will provide notice of its decision to the appealing visitor and Superintendent within three (3) business days of the Board meeting. The Board of Education's decision shall be final.

Possession of Weapons

Possession of weapons, including concealed weapons, is strictly prohibited on District property, on District transportation or at any District function or activity sponsored by the District unless the visitor is an authorized law enforcement official or is specifically authorized by the Board.

Sex Offenders

Individuals listed on the Missouri Highway Patrol's sex offender registry may not be present in any school building, or on District property, in any District vehicle utilized to transport students, or be present at school activities without the written permission of the Superintendent. For those extraordinary circumstances when permission is granted, it will be granted in writing for a specific event. In such cases, the Superintendent will notify the principal of the building in which the sex offender will be present and arrange for the sex offender to be supervised at all times and the sex offender will not be permitted to be alone with a child.

Adoption Date(s): July 12, 2023

Agenda Item #: v. 7.

Subject / Title: Approval for Declaration of Surplus Items

Action Required Information Only (check one)

Description of Issue:

Background and rationale for this program / item

The Administration is recommending declaring the attached listed property as surplus as it has met its life cycle for District operations.

Desired result

Approval to declare items surplus for the purpose of: GovDeals.com, recycle, sold as scrap, or discarded.

Personnel

Greg McGhee, Director of Facilities/Purchasing

Resources

N/A

Reviewed and Recommended:


Superintendent

12/3/24
Date

Motion for Board Action:

The Board of Education approves declaring for surplus the list of attached items pursuant Section 177.091 R.S.M.o.

Motion: _____

Second: _____

Board Action: Approved Not Approved Postponed (check one)

**INDEPENDENCE SCHOOL DISTRICT
INVENTORY ASSET SHEET FOR DISPOSAL/SCRAP/DONATE**

Date: 12-10-24

PUR-009

Asset Description	Quantity	Asset #	Serial #	Donate Item	Condition of Items(s)	Grant Item	Disposal/Scrap/Donate
Acoustical Shell	1	16000939		No	Poor	No	Disposal - Recommended given safety concerns
Acoustical Shell	1	16000940		No	Poor	No	Disposal - Recommended given safety concerns
Acoustical Shell	1	16000941		No	Poor	No	Disposal - Recommended given safety concerns
Acoustical Shell	1	16000942		No	Poor	No	Disposal - Recommended given safety concerns
Acoustical Shell	1	16000943		No	Poor	No	Disposal - Recommended given safety concerns
Acoustical Shell	1	16000944		No	Poor	No	Disposal - Recommended given safety concerns
Acoustical Shell	1	16000945		No	Poor	No	Disposal - Recommended given safety concerns
Acoustical Shell	1	16000946		No	Poor	No	Disposal - Recommended given safety concerns
All-In-One PC	23			No	Obsolete	No	Disposal
Athletic Warm Ups (blue tops and bottoms)	100			No	Poor	No	Disposal
Auto Scrubber	1			No	Poor	No	Disposal
Baby Simulator	1	17002312		No	Poor	No	Disposal
Baby Simulator	1	17002313		Yes	Poor	Yes	Donate
Baby Simulator	1	17002315		Yes	Poor	Yes	Donate
Baby Simulator	1	17002316		Yes	Poor	Yes	Donate
Baby Simulator	1	17002317		Yes	Poor	Yes	Donate
Baby Simulator	1	17002332		Yes	Poor	Yes	Donate
Baby Simulator	1	17002334		Yes	Poor	Yes	Donate
Basketball Uniforms - Bottoms	40			No	Poor	No	Disposal
Basketball Uniforms - Tops	40			No	Poor	No	Disposal
BEVERAGE AIR Commercial Refrigerator Model E Series (Fairmount)	1	13014786	1608637	No	Broken	No	Scrap
Boss Laser 2436	1	23002164	1611220001	No	Not Usable	No	Disposal

**INDEPENDENCE SCHOOL DISTRICT
INVENTORY ASSET SHEET FOR DISPOSAL/SCRAP/DONATE**

Date: 12-10-24

PUR-009

Asset Description	Quantity	Asset #	Serial #	Donate Item	Condition of Items(s)	Grant Item	Disposal/Scrap/Donate
Cabinet - Chromebook Storage	1	16003449		No	Poor	No	Disposal
Chair - Office	1	20010394		No	Broken	No	Disposal
CHAMPION Dish Machine Model 44KPR8 (Southern)	1	13008361	83469	No	Broken	No	Scrap
Chromebook	615			No	Broken	No	Disposal
Document Camera	6			No	Obsolete	No	Disposal
Dolly - 2 Wheel	1			No	Poor	No	Disposal
Dryer - Admiral	1	16003146	M40512316	No	Poor (Aged/Rusted)	No	Disposal
DVD Player	1			No	Broken	No	Disposal
Exercise Bike	1	16002944		No	Poor	No	Surplus
Exercise Bike	1	16004870		No	Poor	No	Surplus
Exercise Bike	1	23000566		No	Poor	No	Surplus
Exercise Bike	1	23000572		No	Poor	No	Surplus
Exercise Bike	1	23000740		No	Poor	No	Surplus
Exercise Bike	1	23000741		No	Poor	No	Surplus
Exercise Equipment	3			No	Poor	No	Disposal
Feedback Destroyer Pro	1			No	Poor	No	Disposal
Football Helmets	30			No	Poor	No	Disposal
Freezer	1	16000764		No	Broken	No	Scrap
HOBART Dish Machine Model AM14T (Santa Fe)	1	13008888	23-1072-517	No	Broken	No	Scrap
Ice Maker	1	23003221	230302982	No	Poor	No	Scrap
ICE-O-MATIC Ice Machine Model ICEU070A (IA)	1	13038695	13091280013062	No	Broken	No	Scrap
iPad	8			No	Obsolete	No	Disposal
Kiln (Spring Branch)	1			No	Broken	No	Disposal
Laminator	1	13013866		No	Poor	No	Disposal
LapTop	92			No	Obsolete	No	Disposal
Library Book	2,024			Yes	Poor	No	Donate
Lulzbot Mini 1 3D Printer	1	16012075	KT-PR0035NA-0785B	No	Poor	Yes	Obsolete - Using for parts
Mixer - Peavey PV 5300	1			No	Poor	No	Disposal

**INDEPENDENCE SCHOOL DISTRICT
INVENTORY ASSET SHEET FOR DISPOSAL/SCRAP/DONATE**

Date: 12-10-24

PUR-009

Asset Description	Quantity	Asset #	Serial #	Donate Item	Condition of Items(s)	Grant Item	Disposal/Scrap/Donate
Monitor	13			No	Obsolete	No	Disposal
NEMCO Orange Wedger (Truman)	1	None	None	No	Broken	No	Scrap
NORLAKE Commercial Refrigerator Model R49-S (Luff)	1	13038591	14050048	No	Broken	No	Scrap
Oven - Double	1	16000617	SA244601Q	No	Poor	No	Surplus
Oven - Double	1	16000621	SA207210Q	No	Poor	No	Surplus
Phone	22			No	Obsolete	No	Disposal
Portable Spotting Extractor Viper- 1 Gallon	1	13021570		No	Poor	No	Disposal
Printer	3			No	Obsolete	No	Disposal
Projector	5			No	Obsolete	No	Disposal
Receiver	1	20002723		No	Poor	No	Disposal
SBS Simulator	1	None		Yes	Poor	Yes	Donate
Shelves	1			No	Poor	No	Disposal
Speaker	1	20002658		No	Poor	No	Disposal
Speaker	1	20002724		No	Poor	No	Disposal
Stand - Instrument	5			No	Poor	No	Disposal
Storage Unit - Cubbies	2			No	Poor	No	Disposal
Table	1	13014271		No	Poor	No	Disposal
Table - Blue Circular Shaped	1			No	Broken	No	Disposal
Tabletop for Robotics	1			No	Poor	No	Disposal
Tiger Stop Fence and Table	1	16000469		No	Poor	No	Disposal
TRUE Commercial Refrigerator Model GDM-41C (Pioneer Ridge)	1	13011909	1-2336016	No	Unusable	No	Thrown away due to Bug Infestation
TRUE Commercial Refrigerator Model GDM-41C (Pioneer Ridge)	1	13011874	1-2336018	No	Unusable	No	Thrown away due to Bug Infestation
TRUE Milk Cooler Model TMC-49 (Pioneer Ridge)	1	13038765	7013335	No	Unusable	No	Thrown away due to Bug Infestation
TRUE Milk Cooler Model TMC-58 (Pioneer Ridge)	1	13038502	8682964	No	Unusable	No	Thrown away due to Bug Infestation

**INDEPENDENCE SCHOOL DISTRICT
INVENTORY ASSET SHEET FOR DISPOSAL/SCRAP/DONATE**

Date: 12-10-24

PUR-009

Asset Description	Quantity	Asset #	Serial #	Donate Item	Condition of Items(s)	Grant Item	Disposal/Scrap/Donate
Volleyball Standards	4			No	Poor	No	Disposal
Volleyball Storage Cart	1			No	Poor	No	Disposal
Volleyball uniforms - tops	40			No	Poor	No	Disposal
Walkie Talkie - 3402U Kenwood	1		B4101805	No	Broken	No	Disposal
Walkie Talkie - 3402U Kenwood	1		B3107285	No	Broken	No	Disposal
Walkie Talkie - 3402U Kenwood	1		B2301917	No	Broken	No	Disposal
Walkie Talkie - 3402U Kenwood	1		B2904814	No	Broken	No	Disposal
Walkie Talkie - 3402U Kenwood	1		B4C05000	No	Broken	No	Disposal
Walkie Talkie - 3402U Kenwood	1		150FM3197	No	Broken	No	Disposal
Walkie Talkie - 3402U Kenwood	1		B4101804	No	Broken	No	Disposal
Walkie Talkie - 3402U Kenwood	1		B2A07342	No	Broken	No	Disposal
Walkie Talkie - 3402U Kenwood	1		B4C05423	No	Broken	No	Disposal
Walkie Talkie - 3402U Kenwood	1		B32107359	No	Broken	No	Disposal
Washer - GE	1		VM184444G	No	Poor (Aged/Rusted)	No	Scrap
Washer/Dryer - Whirlpool Stackable	1		MM053425C	No	Broken	No	Scrap
WeichAllyn BP Machine	1	13021856	(21)BA331718903527D	No	Broken	No	Disposal
Wheelchair	1	13002359		No	Broken	No	Disposal